

COUNCIL ON TECHNOLOGY SERVICES MEETING MINUTES

Wednesday, June 30, 1999

Council Attendees: Secretary Upson, Ray Davis, Jan Fatouros, Chip German, Linda Harber, Patti Higgins, Joy Hughes, Pat Jackson, Pete Kolakowski, Bill Landsidle, Jerry Mathews, Ken Mittendorff, David Molchany, Ed Morris, Mike O'Neil, Jerry Pacyna, Jim Peters, Naseem Reza, Jerry Simonoff, David Sullivan, Mike Thomas.

Secretary Upson called the meeting to order at 9:10 a.m.

Linda Harber reported there will be a meeting in the coming week with Secretaries Upson and Slater on the IT Compensation and Classification workgroup's recommendations.

Pete Kolakowski reported the Seat Management workgroup is moving forward on their report presented at the May Council meeting. The group has received presentations from IBM and the Gartner Group and several more are scheduled from Dell and Gateway.

David Sullivan reported on the State and Local Application and Network Integration workgroup. The group is continuing to look at different state agencies that have application interfaces with the localities. David commented that the workgroup is changing its focus somewhat in order to develop a customer-centric architecture, which looks at the customers at the top and then decides the type of technology needed to deliver the services they need. At the upcoming meeting, there will be a presentation on the video arraignment system the State Supreme Court is deploying across the state. Discussions are beginning on the use of spatial data at GIS across the state with the localities.

Secretary Upson would like to see the Commonwealth participate in events or exhibits that focus on technology applications to government services.

Patti Higgins reported on the Gainsharing Partnerships workgroup. The group met with George November of L-GOV.com, which is the website for local government interaction activities. The organization is designing a front-page format to incorporate state-type initiatives. The proposed name is "COTS Information Exchange" and membership will be limited to local and state government, education, IT and administrative people. There will be access to a template or example RFPs as well as agency-based contracts. Additional document categories under consideration are best practices, policies and procedures, and studies and reports in public and private partnership-type initiatives. A demonstration of the software will be available at an upcoming Council meeting.

Mr. Kendrick of DMV gave the Privacy, Security and Access workgroup report. The group is undertaking an initiative to prepare an additional signatures report to be available in the fall. They are

working with VIPNet to develop a prototype website that will provide information on security issues for informed decision making.

Jerry Simonoff reported the Organizational workgroup met with several vendors on enterprise architecture and how this information may evolve at the state level. The group also discussed the extent to which the state is being urged to take a customer-centric view in setting up its architecture. It's important to determine the value that's received when following this approach.

Dan Ziomek reported on the META conference on enterprise architecture. Using that information, the workgroup has developed a proposal on enterprise architecture governance and encouraged Council members to review the proposed framework for a better understanding of the model. It is not necessarily the final framework that will eventually be used. Mr. Ziomek welcomed comments from Board members on the framework. Dan discussed three challenges the Council needs to keep in mind in developing enterprise architecture (EA): (1) that EA be clearly linked to and aligned with the high level business drivers of the enterprise; (2) senior management across the enterprise must understand how the EA will enable the business; and (3) do not view EA as a one-step process. Three best practices to consider: (1) the planning and management of an EA must be unified even when IT responsibilities are decentralized throughout the organization; (2) it must have a planned evolution that is governed across the enterprise and (3) it must be an in-source effort.

Secretary Upson would like to give a monthly update at the Cabinet Meetings on COTS happenings and events as well a component explaining enterprise architecture. He would also like to include information about on-going projects and technology initiatives that are reforming or re-engineering processes used by Virginia's citizens -- especially those which are web-enabled. Secretary Upson would like the information in presentation format to begin updating and educating the Governor and Cabinet of emerging technologies in the Commonwealth. The Secretary suggested Jerry Simonoff coordinate this process with other Council members.

Mr. Simonoff will come to a future COTS meeting with feedback from Council members and a proposal on governance. Various vendors will be included in this process in order to develop an initial definition of the target architecture.

Secretary Upson stressed the importance of developing the EA model as a collaborative effort.

Pete Kolakowski explained that EA needs to be tied into the strategic plan. EA can be the backbone that provides information as well as the process in which business gets done.

Jan Fatouros reported on the Procurement Workgroup. A new group has formed to address e-commerce types of proposals and initiatives. They are working out the scope, roles and responsibilities and expect to have initiatives in place in several months.

Secretary Upson concluded the business portion of the meeting at 10 a.m.